

## REQUEST FOR OUTSIDE VENDOR RECRUITMENT

Please see the list of approved positions and the associated fee. The Facility/Division in which the position resides will be responsible for payment of the associated placement fee. Vendors will invoice the receiving Department sixty (60) days after the candidate's first day of employment. Please submit this request to Kristi French at [kristi.french@dhhs.nc.gov](mailto:kristi.french@dhhs.nc.gov) or Emily Genier at [emily.genier@dhhs.nc.gov](mailto:emily.genier@dhhs.nc.gov) with Talent Management.

**REQUESTOR NAME:** \_\_\_\_\_

**POSITION #:** \_\_\_\_\_ **CLASS:** \_\_\_\_\_

**HIRING MANAGER:** \_\_\_\_\_

**DATE(S) PREVIOUSLY POSTED:** \_\_\_\_\_

**NEOGOV REQ NUMBER:** \_\_\_\_\_

**RECRUITMENT RANGE:** \_\_\_\_\_

### SIGNATURES

\_\_\_\_\_  
HR Manager Date

(SIGNATURE BY THE HR MANAGER CERTIFIES THAT THE DIVISION/ FACILITY DIRECTOR HAS BEEN NOTIFIED OF THE REQUEST TO UTILIZE AN OUTSIDE VENDOR FOR PLACEMENT SERVICES AS WELL AS THE ASSOCIATED FEES).

\_\_\_\_\_  
Budget Officer Date

(Billing Code): \_\_\_\_\_

(SIGNATURE BY THE BUDGET OFFICER IS REQUIRED TO CERTIFY THAT FUNDS ARE AVAILABLE FOR THE PAYMENT OF THE PLACEMENT FEE AND ALSO TO VERIFY THE ADVERTISED RECRUITMENT RANGE).

\_\_\_\_\_  
HR Central Date  
(Proposal accepted to place with vendor)

## APPROVED POSITION LIST AND ASSOCIATED FEES

POSITION	ATHENA	A10	SYSTEMTEC (IT ONLY)
DMA FINANCE	20,000	10,000	
DMA BUSINESS INFORMATION AND COMPLIANCE	20,000	10,000	
DMA MEDICAL DIRECTOR	20,000	10,000	
DMA DENTAL DIRECTOR	20,000	10,000	
DMA PHARMACIST	20,000	10,000	
DMA MEDICAID POLICY ANALYST	20,000	10,000	
DMA MEDICAID STRATEGIST	20,000	10,000	
IT DEPUTY CIO	18,000	10,000	18,000
IT NC FAST ADVANCED JAVA DEVELOPER	18,000	10,000	18,000
IT NC FAST CURAM NOTICES DEVELOPER	18,000	10,000	18,000
NC FAST ESB DEVELOPER	18,000	10,000	18,000
NC FAST SR PERF/AUTO TESTER	18,000	10,000	18,000
NC FAST TEST SCRIPTS WRITER AND JAVA WEB APPLICATION DEVELOPER	18,000	10,000	18,000
PSYCHIATRIST	18,000	10,000	
PHYSICIAN	18,000	10,000	
DENTIST	18,000	10,000	
PHARMACIST	15,000	10,000	
PHYSICAL/OCCUPATIONAL THERAPY	13,500	10,000	
PHYSICIAN EXTENDER	13,500	10,000	
FORENSIC PATHOLOGIST	17,000	10,000	